

# **Ryan White CARE Act Title I**

## **Inland Empire HIV Planning Council**

### **Minutes of Meeting**

**Thursday, March 27<sup>TH</sup>, 2003**

**1:00 PM - 3:30 PM**

**Cathedral City Library  
33520 Date Palm Drive  
Cathedral City CA 92234  
(760) 770-9050**

**Note:** Due to the nature of the meeting, the Agenda for the day was adjusted immediately after Membership, with Dr. David Reznick (Dental TA) making a presentation to the Planning Council group between Membership Committee Training and the County Committee meetings, which were then given twenty minutes to have a meeting before the Planning Council Meeting. Prior to the County Committee meetings, Fred Flotho was requested by Joe Acosta to review the allocation situation for the group, so both counties could address their situations in the county meetings. Each county committee was given a worksheet to use in the decision-making regarding adjustments. Respectfully submitted.

### **Call to Order and Introductions**

Joe Acosta, Co-chair, called the meeting to order at 1:45 p.m. Introductions were made and persons in attendance were:

#### **Members:**

Joe Acosta  
Steve McGrew  
Evelyn Valentino  
Faith Davis-Bolton  
Ed Cueto  
Carolyn Harris  
John Brown  
Benita Ramsey

William Trevizo  
Darlene DeBayona  
Sandra Bibb  
Joshua Sparks  
Fred Flotho, Jr  
Leann Chamlee  
Edwin Zelaya  
Carl Speck

Gregory French  
A. Lloyd Jones  
Wayne McKinny, M.D.  
Jeffrey Byers  
Rebecca Zeidler  
Erin Comstock  
Thomas Prendergast, M.D.

#### **Absences:**

Gary Feldman, M.D.

Cherry Houston, Ph.D.  
Danny Colon

Lucie Smith  
Victoria Jauregui Burns

#### **Other Attendees:**

Jack Newby  
Jerry Meier  
Mena Gorre  
George Puddephatt

#### **P. C. Support Staff:**

Daniel Perez  
Vicki Devore  
Derrick Noble  
Bonnie Flippin  
Scott Rigsby  
Tony Escarzaga

## **Public Comments**

Joe Acosta presented an award plaque to Steve McGrew for his service to the Planning Council. He also presented an award certificate to Dr. David Reznick in appreciation for Dental Technical Services for people living with HIV/AIDS in Riverside/San Bernardino County, California EMA. In addition, Joe Acosta presented an appreciation award certificate to Daniel Perez for outstanding services rendered as Grantee, citing Daniel Perez's many accomplishments during the last year.

Jack Newby announced an Activate U training for people interested in going to AIDS Watch on April 12, 2003 at the Colton office at 10AM. He said staff is volunteering to open the office. He will e-mail a copy of the registration form to Daniel Perez and Daniel will e-mail it to the group.

Jack Newby said Activate U in Los Angeles is on April 5, 2003, in West Hollywood, and the local district day is on April 24<sup>th</sup>, with the lobby day in Sacramento on April 28.

## **Agenda Additions, Revisions, and Corrections**

There were no additions, revisions or corrections to the Agenda.

## **Review and Approval of Minutes**

The Minutes were under the Consent Calendar.

## **Consent Calendar**

Steve McGrew made a motion and Carolyn Harris seconded the motion to approve the consent calendar items. **See Attachment 1.** The motion carried unanimously.

### **Motion #03-09 was approved.**

For:	22
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

## **Old Business**

None

## **New Business**

Daniel Perez spoke regarding the Awards. **See Attachment 2.** There was a group discussion of Awards. Daniel Perez told the group that he would be providing more information to the Planning Council as he received it.

## **Planning and Evaluation Report**

Fred Flotho spoke regarding the budget and money budgeted to committees for promotion for an activity, and requested that when there is an activity, they need to get the budget submitted in plenty of time to allow it to be approved before the committees commit for the activity.

Bonnie Flippin gave reports on the Status of the Comprehensive Plan, Needs Assessment, and Client Satisfaction Survey. **See Attachment 3.**

Fred Flotho spoke regarding the Evaluation of Administrative Mechanism Committee and said they are sorting out the processes to use for the year. He said more Planning Council support was needed on that committee.

Fred Flotho also spoke regarding the ad hoc Dental TA Committee. He presented a motion that the Planning Council approve in concept the dental recommendations which came forth from the Dental TA committee and Dr. Reznick, and forward the recommendations to the Standards and Evaluation Committee for their inclusion in a Standards document. Joe Acosta said this is a committee recommendation and does not require a second to this motion. A group discussion was held. Steve McGrew called for questions. Fred Flotho restated his motion to approve in concept the Dental TA Committee recommendations presented in Dr. Reznick's reports and to refer them to the Standards and Evaluations Committee for inclusion in the Standards documents. The motion carried.

**Motion #03-10 was approved.**

For: 21  
Against 1  
Abstentions: 0

Members present with no PC Form 700 on file: 0

John Brown presented a report on the Contingency Planning Committee. The areas currently being addressed are Home Health Care and Contingency Planning Surveys. They are also preparing to address other issues, including residency requirements.

**MIS Committee**

Carolyn Harris gave a report on the MIS Committee, ARIES status, and Caminar status.

**Standards and Evaluations Committee Report  
and Case Management Standards Report**

Fred Flotho reported on the Standards and Evaluation Committee. He spoke of the committee working on standardizing the basic format of each Standard.

**Grantee Report**

Daniel Perez presented the Title I Program Status Report. **See Attachment 4.** He thanked Dr. Reznick for his valuable assistance on the Dental TA. Danielle Dowling spoke briefly on contract monitoring and quality management. A review will be done every six months.

Danny spoke of the upcoming visit of Lorenzo Taylor and Helen Harpold next month.

The Monthly Committee Update Report accompanied this information. **See Attachment 5.**

**Fiscal/Programmatic Reports (Grantee Expenditure Reports)**

None

**Planning Council Support Staff Procedure Review Committee**

None

**Membership Committee Report**

Ed Cueto presented the Membership Committee Report. **See Attachment 6.** He said there are three vacancies in San Bernardino County and no vacancies in Riverside County. He said the Membership Committee has formed an ad hoc committee that will meet the next two months for two hours prior to the scheduled membership meeting to formalize a plan of action on a specific way to recruit, maintain and mentor new members, as well as facilitate comprehensive training. He thanked AIDS Healthcare in Ontario for their presentation this week, attended by over twenty patients, and there is sign-up list of about 10 people interested in learning about the Planning

Council. The committee requested the grantee to explore ways of faster reimbursement for transportation for members.

## **County Committee Reports**

### **Riverside County Committee -**

Joe Acosta reported that Riverside County Committee voted to address the shortage of funds by removing \$148,000+ from Primary Medical.

### **San Bernardino County Committee –**

Steve McGrew reported that Will Trevizo was appointed temporary Member at Large to the Executive Community until there is a consumer member ready to take over that position. He further reported that the \$94,615. deficit was addressed by removing the Hotline \$10,000.; \$24,615. was moved from Food; Peer Advocacy was eliminated at \$30,000; and \$30,000 came from Treatment Adherence.

## **Executive Committee Report**

Faith Davis-Bolton thanked all the participants of the Bylaws Committee for all the detailed work they have done. She reported on the last presentation to the Executive Committee and the results. **See Attachment 7.**

## **Underserved Population Report & Community Linkages**

Regarding the Underserved Committee, Joe Acosta announced that Dr. Houston was unavailable due to personal reasons. Joe said the Cultural Competence event planned by this committee has had incredible results. The next conference is on Women's Issues.

## **Consumer Advocacy and Education**

Gregory French reported on the consumer Advocacy & Education Committee. He said they were working on a marketing plan to give to providers to better market the Planning Council, and also working on grievance procedures. **See Attachment 8.**

## **Planning Council Training Report**

None

## **Advocacy Reports –**

John Brown spoke regarding AIDS Watch, Activate U training, and Sacramento Lobby Days. He said the most important thing to do to qualify to go to the events is take the Activate U training to become current on the issues being addressed.

John also spoke regarding people gearing up for authorization, and several groups that will be involved, as well as what they do regarding reauthorization.

Steve McGrew said the April meeting of the ADAP Advisory Board will be discussing Thusion.

Fred Flotho Submitted his 2002 California Prevention Co-Chairs Summit Summary Report. **See Attachment 9**

### **Public Comments**

Jerry Meier, a Grant Developer and Grant Writer for Community Health Systems, spoke to the group regarding requesting a letter of support for his grant proposal to HRSA. **See Attachment 10.** The consensus of the group would be to support by sending a letter with some suggested changes regarding the size of Riverside County.

Lloyd Jones brought up information for a workshop regarding the Brown Act on May 16.

### **Announcements**

#### **Review of Action Items**

Daniel Perez announced that he would be researching the SPNS Grant, analysis of cost to implement recommendations for dental services, use dial-in service for Contingency Planning, research residency requirements, send Lorenzo Taylor's e-mail to Lloyd Jones, research faster reimbursement, and do reminders regarding Executive.

#### **Agenda Items for Next Meeting**

Agenda items for the next meeting should be directed to Vicki C. Devore at (909) 876-3960 or [vdevore@dph.sbcounty.gov](mailto:vdevore@dph.sbcounty.gov)

#### **Next Meeting**

The next meeting will be April 24<sup>th</sup>, 2003, at a location to be determined.

#### **Adjournment**

The meeting adjourned at 3:36 PM.

Certified:

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Tom Prendergast, M.D.                      Date  
Co-Chair

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Joe Acosta                                      Date  
Co-Chair